

## Tenant Find/Let Only Charges:

Service	Fee Inc VAT
Tenant Find Fee	100% of first months rent (minimum fee of £595)
Deposit Registration	Included
Inventory and schedule of condition	Included
Check in inspection	Included
Check out inspection and report	£95
Tenancy Renewal Fee	£120
Arranging gas safety check/CP12	£75 + any additional work if required
Issue Notice/Section 21	£50 with 8 weeks written notice
Energy Performance Certificate	£90
Tenancy inspection/routine visit	£50 per visit

## Fully Managed Charges:

Service	Fee Inc VAT
Management Fee	12%
Rent Protection	£30 per month
Deposit Registration	Included
Tenant Find Fee	50% of rent due for one month period (minimum fee of £495)
Inventory	Included
Tenancy inspection/routine visits	No charge (up to 2 visits per 12 months)
Duplication and testing of extra keys	Charged at cost
Issue Notice/Section 21	£50 with 8 weeks written notice
Administration of NRL tax returns	Included
Annual statement for tax return	Included
Maintenance Repair Limit UK Landlords	£300 (held in a property account)
Redirection of mail overseas	£15 plus cost of postage
Arranging gas safety check/CP12	£75 + any additional work if required
Obtaining estimates and supervision of major works	Included
Energy Performance Certificate Admin Fee	£90 inc certificate
Hourly rate for other work	£50 per hour
Renewal/Issuing Rent Increase	£120
Check Out	£95
Management Termination Fee	60% of rent due for one month period (subject to a Minimum Fee of £300)
Additional Routine Visits (2 per year included)	£50